

UNITED STATES BANKRUPTCY COURT
DISTRICT OF SOUTH DAKOTA

GENERAL ORDER
ADDRESSING JUDICIAL CONFERENCE PRIVACY POLICY
REGARDING PUBLIC ACCESS TO ELECTRONIC CASE FILES

In compliance with the privacy policy of the Judicial Conference of the United States and the E-Government Act of 2002,

IT IS HEREBY ORDERED that a party shall not include personal data identifiers in any document filed with the Court, unless specifically directed to do so by an order of the Court, a statute, a Federal Rule of Bankruptcy Procedure, an Official Bankruptcy Form, or a Local Bankruptcy Rule; and

IT IS FURTHER ORDERED that if a party must include an individual's social security number in a document filed with the Court, the party shall provide only the last four digits of that number; and

IT IS FURTHER ORDERED that on Schedule I of Official Bankruptcy Form 6 a party shall disclose only the relationships (e.g., daughter), not the names, of the debtor's minor children and shall disclose only the ages, not the dates of birth, of the debtor's dependents. If a party must refer to a minor child in any other document filed with the Court, the party shall disclose only the child's initials. If a party must refer to an individual's date of birth in any other document filed with the Court, the party shall disclose only the year in which the individual was born; and

IT IS FURTHER ORDERED that debtors may include account numbers on Schedules D, E, and F of Official Bankruptcy Form 6 to assist the trustee and their creditors. If a party must include account numbers in any other document filed with the Court, the party shall provide only the last four digits of those account numbers; and

IT IS FURTHER ORDERED that with the Court's prior approval, a party may file under seal an unredacted document containing any of

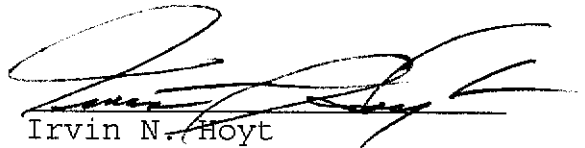
the personal data identifiers described above; however, the Court may still require the party to file a redacted copy for the public file; and

IT IS FURTHER ORDERED that a party filing a document is solely responsible for redacting the personal identifiers listed herein. The Clerk shall have no responsibility for doing so and no liability for not doing so; and

IT IS FURTHER ORDERED that the procedures outlined herein shall be effective upon entry of this Order for all cases filed on or after December 1, 2003.

So ordered this 25th day of November, 2003.

BY THE COURT:


Irvin N. Hoyt
Bankruptcy Judge

ATTEST:
Charles L. Nail, Jr., Clerk



(SEAL)